canadian camping

CAMP STAFF ISSUE

OFFICIAL PUBLICATION OF THE CANADIAN CAMPING ASSOCIATION
L'ASSOCIATION DES CAMPS DU CANADA — PUBLICATION OFFICIELLE

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Volume 33 No. 1
February 1981

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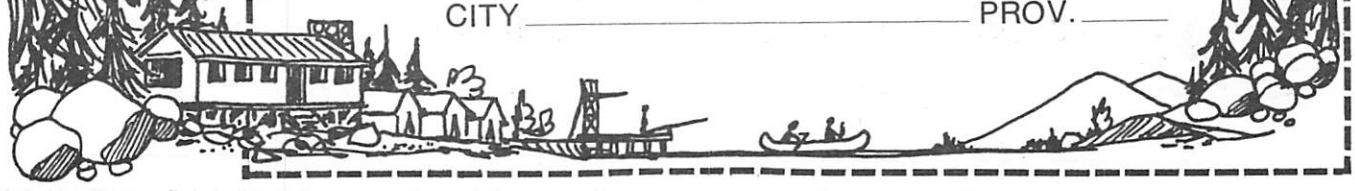


EDITORIAL

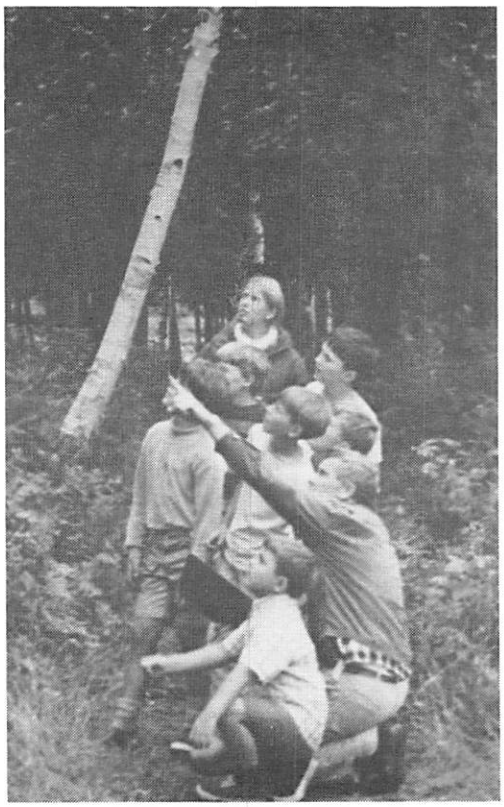
THE LESSONS OF HISTORY

"To those of us who have a respect for the lessons of history not merely because they are reminders of man's mistakes and misdeeds, but because they are also an encouraging remembrance of generative souls; the past ceases to be a depressing story of dread and destruction and becomes a legend of greatness where a thousand saints, statesmen and scientists; hundreds of inventors, teachers and artists; a few great lovers and philosophers and, millions of common people still live and speak to us. We are not distressed because we can see no meaning in life except what we humans put into it. We are proud that we may add to the betterment of our condition as a family of man. Sometimes we add something which is so significant that it may be valued for generations to come."

If we are successful we will have chosen the best of our heritage and passed it on to your children and have done it in such a way that they will recognize the value of this inexhaustible legacy and will then, pass it on to their children, in their turn.

- after Will and Auriel Durant

NATURE HIKES: some new approaches



by Nancy Weeks

INTRODUCTION

Introduce yourself, and if appropriate have members of the group introduce themselves.

STRUCTURE

Be clear what your theme or focus is, whether very specific, eg. insect eating plants, or more general, eg. nature awareness. It is wise to have a structured opening and closing, but the body may be very organized or spontaneous. During the hike, be sure that everyone is there, can see and hear before talking about something. A circle or semi-circle is best. Periodically but discreetly vary the order of the people following you. One way is to stop, talk, then move off in another direction. Depending on the area and the group, you may wish to let them take turns leading - this works well with children who want to be out in front.

TYPES

All nature hikes need not follow the same format.

1. Blaze a Scent Trail - use wintergreen or clove oil and blaze a trail for a short distance. How well can the group follow their noses?

2. Collecting for Sharing - with field guides, magnifying lenses, a kitchen strainer or aquarium net and a small glass jar.

3. Change Your Point of View - climb-up for a squirrel's view of the world, kneel down for an ant's. Lie on your back to look at a tree. Look through a closed fist 'microscope'. Measure lengths with your body (how many hands?)

4. Unravelling the Strands - label index cards with various ecological concepts, eg. Patterns, Variety and Similarity; Cycles; Food Chains; Dependence and Independence. Keep the age group in mind when choosing the terms. Pair up and give each pair a card with a Stand and a pencil. Ask them to spend five minutes exploring a small area, looking for examples of their Strand. Reassemble and share.

5. Point of Interest - this is the classic, naturalist-leads-stops-talks-walks hike. Try to make the various stops part of a continuous story and arouse interest.

6. Carry Mystery Objects - an antler, feather, tooth, bone, beaver stick, arrowhead or other interesting object that can be used to start a discussion.

7. A Group Discovery - use a 'find' as a focus. Form a tight circle and pass it from hand to hand, each person giving one fact and feeling about it. After each person has had a turn, open a general discussion.

8. Contemplation or Silent Moment - you may wish to disperse the group or keep everyone together and be silent for a few minutes. You may want to use an inspirational piece to create a mood first, or use the silence to make the group aware of the sounds around them.

STAFF ARE PEOPLE TOO!

Just how do you go about making sure you have continuity of staff within your Camp? How do Camp Directors get the tools to make sure that their staff will return year after year and thus give the benefit of their training and development to all our campers?

As a group of Camp Administrators we must develop the proper point of view concerning why we hire our staff and what we expect of them as a staff and again as people. We recognize the basic need of the staff to understand the needs of the campers they are working with and the developmental needs of the different age groups. But then isn't it just as important, from our point of view, to understand the developmental needs of our staff and to spend time on this age group as well?

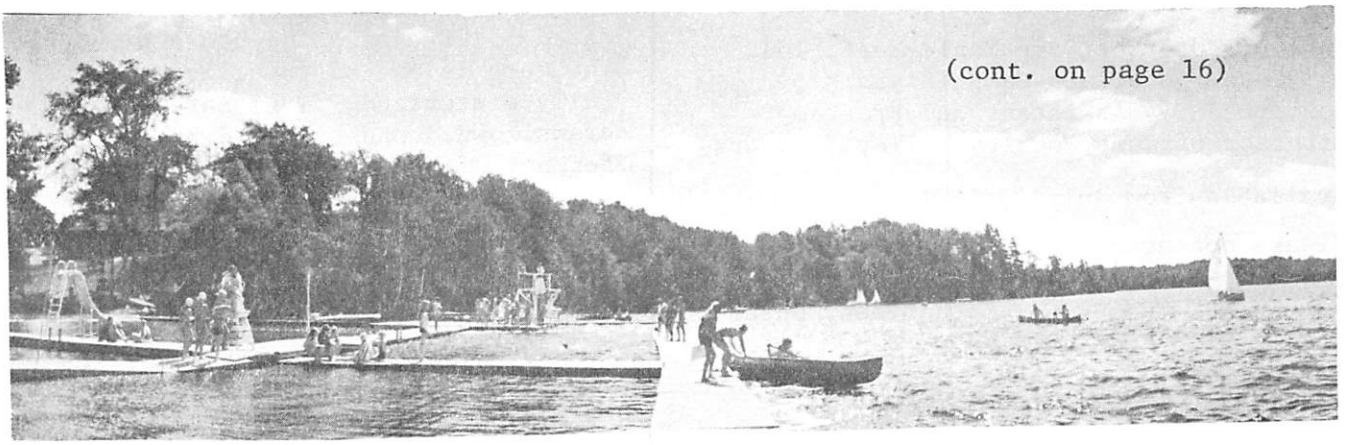
Most staff are in the 17 to 21 age group (with exceptions). Now about this age group, is it sufficient to say... "I have hired them to do a job, now let them do it!"? This is part of the group that always seems to be shouting "adults just don't understand...".

Just what is our relation to our staff? We say that we support and train them. Train them in 'pre', 'in', and 'post' Camp sessions. Just what are we covering in those sessions? Does your staff have any say in the content? Do you sit down and let the staff decide any of the training direction or policy? Do you look at your training in terms of weeks or days... or better still in terms of years?

What is the work atmosphere of your staff? Do we as Camp Directors really appreciate and encourage initiative? Or do we as Camp Administrators see initiative as a threat? Do we hire staff because of their personality and then say to them... "this is the way I want you to do it"? Do we really let out staff work out things according to their own personality, but still get the same results that we are after? Do we let our staff make mistakes? ... Why not?... What a terrific way to teach! Do we as experienced Camp people suppress the personality of our staff with our own METHODS?

Our staff are people with the same basic needs and desires as our campers. Do we in our supervision and encouragement give thought to those needs and desires? Or are we so tied up with the day-to-day problems of running a Camp that we cease to be philosophers?

All of these questions must be answered, it we are going to begin to understand what is happening to the staff in our Camps. They are going to have to be answered by you in your own setting, if you are going to know what you are doing with your staff.



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Position Wanted

Experienced Camp Director is seeking a position for the 1981 season.

Has served in all staff positions, i.e. Counsellor, Waterfront, Crafts, Section and Program Head, Assistant Director, Director.

University Graduate - Child Psychology and Counselling - teaching at inner city school in winter, has been active in Scouting, Y.M.C.A., etc., married with two children.

Past Director of Camp Maple Leaf, Inc. (4 years); Woodland Camp (3 years); most recently Assistant and Program Director of Camp Hockley Valley (5 years)

Available from July 1, 1981.

Please contact: Bud Jacobi
8 Patricia Drive
St. Catharines, Ontario
L2M 4P3
(416) 934-7223

Wanted

JOB OPPORTUNITY: A fulltime grounds and maintenance position is open from April 1, 1981 at Camp Assiniboia, located 35 km east of downtown Winnipeg. The camp is one of three locations, fully winterized, with year-round programs, owned and operated by the Conference of Mennonites in Manitoba.

For more information:

"Camps With Meaning"
c/o Terry Burkhalter
203 - 1483 Pembina Highway
Winnipeg, Manitoba R3T 2C9
(204) 475-3550

HIKING FROM DAY CAMPS

There are few things more challenging or exhilarating than walking down a country road, or across a farmer's field, or along an abandoned road allowance. The hike may be taken with an objective in mind or just for the fun of being outdoors. Hiking may well be a new experience for your day campers, since parents are usually called upon to do most of the transportation by cars these days. An enthusiastic approach is essential to arouse the interest of the group.

Pre-planning - an essential:

1. Discuss the hike with your group, what to take, the purpose and what to wear.
2. Get permission from the director. Draw a sketch of the route of the hike. A list of all those going in the hike should be attached to it along with the proposed time of departure and return. Keep this all on file.
3. Gather equipment:
   a) Compass and map of the area to be encountered.
   b) First Aid equipment (a belt is a good trick for this equipment)
   c) Food, canteens, cooking equipment
   d) Song sheets are good to have along.
4. Final details before departure:
   a) Drink of water for all.
   b) Toilet drill for everybody
   c) Distribute equipment to be taken, appropriate loads to size of camper.
   d) Make sure each camper has proper attire, hat, sweater, comfortable shoes and socks.
   e) An assortment of small knapsacks and try to have the campers pack lunches, etc. in these. It is best to have the hands free.
5. The camp phone number must be taken along with enough money to phone back to camp. Arrangements must be made for transportation for the return trip to camp beforehand if this seems to become a likely need.
6. Rules of the road:
   a) Two counsellors go on each hike with one at the head of the group and one at the rear.
   b) When on the road, walk at the left side, single file, facing the traffic.
   c) Do not swim enroute, unless permission is given beforehand.
   d) Fires may only be lit with prior permission.
   e) Learn to recognize and avoid poisonous plants.
   f) Check during the hike for possible blisters. Use a bandaid on any suspect areas.
   g) Watch for fatigue, and encourage the group to rest at frequent intervals. Try the 'Scout's Pace'. Rest at least a half hour after lunch.

Rainy Day Hikes - Try a hike in the rain, there is nothing worse than sitting around inactively on a rainy day. Just make sure your campers have adequate waterproof footwear and a rainproof hat.

Nature Hikes - Can be very stimulating, providing the counsellor has some

(cont. on page 10)

PUBLICATIONS

From time to time "Canadian Camping" is happy to bring to the attention of its readers, the names of books which may be of interest, but that are not carried by the C.C.A. Publications Service. Here are three such suggestions: The first, should be available at bookstores across the country; the second, published in French only, may be ordered from the distributor named below; and the third, by mail-order from the U.S.,as indicated.

EXILE IN THE WILDERNESS

The Life of the Chief Factor, Archibald McDonald, 1790-1853

This is a book which should hold the reader's interest and provide exciting adventure in actual history of Western Canada's initial development from Fort Garry to the Pacific Northwest.

Little has been written to give, with warmth and humour, such a complete historic picture of furtrading, trials, survival, canoe voyages of discovery through that untamed wilderness; but the author, Jean Murray Cole, a great-great-granddaughter of Archibald McDonald has used, as a basis, his actual records, reports and letters of the time, as well as other archival material... the past as it happened...

EXILE IN THE WILDERNESS, by Jean Murray Cole, Gage Publishing, ... $ 15.95

VOYAGE FANTAISIES ET AVENTURES EN PLEIN AIR

J'ai écrit ce livre parce que j'en avais legoût... et j'ai été capable del, écrire parce que je l'avais vécu.

Nul n'est besoin d'escalader de hauts sommets ou de franchir des bras de mer à la nage pour être un amateur de plein-air; avec un peu d'originalité et de fantaisie, de nombreuses avantures peuvent se dérouler â proximité de votre cour ou de votre chalet.

Vivre une jounée dans arbre, se promener en forêt, cueillir un lever de soleil, dérober un clair de lune, saisir un flacon de neige... sont autant de situations qui assument une présence quotidienne de la nature dans votre vie.

J'ai voulu que, par la recontre de la nature, l'homme se redécouvre et se rencontre.

VOYAGE FANTAISIES ET AVENTURES EN PLEIN AIR, par Paul Pichard, 212 p.
Distributions Reliv inc., C.P. 188, Isle-Verte, G0L 1K0, (418) 898-2244,...$9.95.

FACILITY MAINTENANCE SYSTEMS

A new comphrehensive manual for property management published by the Girl Scouts of the U.S.A. It should be very helpful for those who are responsible for managing and maintaining property.

The book deals with its subject matter in a practical easy-to-use way. It provides guidance on cost-effective maintenance planning, recordkeeping, scheduling and budgeting, security and other relevant topics. It was written by John J. Murray, Property Development Consultant for the Girl Scouts of the U.S.A., and a member of the American Society of Landscape Architects.

FACILITY MAINTENANCE SYSTEMS, by John J. Murray, 96 p., available from Girl Scouts of the U.S.A., 830 Third Ave, New York, N.Y. 10022, (212) 940-7500.....$7.00 (U.S)

A TRIBUTE

RALPH H. RAYMER

Ralph Raymer died on November 20, 1980, while he was visiting in his home town, Beaver, Pennsyvania.

Camping has lost one of its stalwarts who made many significant contributions through his continuous efforts, especially for Camp Tanamakoon (directors 1953-1974) and the Ontario Camping Association.

Always present at camping meetings he was highly visible. In company with his late wife, Elizabeth. His white hair and delightful personality combined with his questioning, challenging and sometimes controversial participation, made him stand out as a dignified and respected person. His efforts were always directed toward improving camping and raising standards to his own high level of excellence.

As chairman of the Finance Committee he organized the books and recording methods in O.C.A. His business experience often contributed to the operation of the Association and his remarks suggested, as he said - "You would think I am a pseudo-lawyer".

Past Presidents will appreciate his careful detailed evaluation and recommendations when he served on the Membership Committee and especially when he was chairman of the Standards Committee in 1965-66 with a continuing concern in this area.

As co-directors of Camp Tanamakoon - Elizabeth contributed a warm personality and a lifetime of experience, supported by Ralph with his sound business and operational practices resulting in a most successful camp.

They were founding members of the Society of Camp Directors and Honourary Life Associates of O.C.A., and he was a Senior Member of Kiwanis.

Elizabeth was a fine photographer, with a love and knowledge of wildlife. Ralph, too, loved the out-of-doors and was an ardent bird-watcher. He was an enthusiastic gardner, handy with tools and created special feeding stations for birds.

They will both be missed but long remembered in camping circles and especially by the hundreds of campers and staff who were enriched by their leadership.

J. HARRY EBBS, M.D.

HIKING FROM DAY CAMPS

(cont. from page 7)

Nature Hikes - Can be very stimulating, providing the counsellor has some knowledge of the terrain to be covered. It is a good idea to do a dry run with a knowledgeable person before taking campers. Be as excited about this sort of hike as you can. Your initial tone can generate enthusiasm or boredom. See Nancy Weeks' article on page 4 (this issue) for additional suggestions for Nature Hikes.

Historical or Geology Hikes - Many camps are located in areas where there are historical or geological points of interest. Permission to visit historical sites is usually easy to obtain and Southern Ontario abounds with exciting areas where campers can be taken to study local geology. Such hikes are not only fun but informative as well.

Overnight Hikes - It is not difficult to arrange with some nearby property owner or local park authority the right to camp overnight. Be sure to ascertain the conditions for fires and cooking, also sources of wood for the fire. Water is essential as are toilet facilities. Decentralization might be one way of easing the load on overnights.

Weather Forecasting - Good to know; fun to try on hikes. Some basic principles help you to be prepared for unexpected storms.

Suggested Reading:

Hiking Trails in Canada - The Greb Hiking Bureau
Foot Care for the Trail - " " " "
Equipment for the Trail - " " " "
Weather Forecasting - " " " "

W.J. Babcock, B.A., B.P.E., Owner-Director, Camp Richildaca, Kettleby, Ontario

The COUNSELLOR'S Page

The Role Of A Staff Member

Know the camp rules and regulations beforehand, so that your expectations are not different. Know about salary, staff laundry and transportation, time off, rules which should not be broken, when paid and opening and closing dates of Camp. If unsure, ASK.

If new, push yourself in Pre-Camp to meet others. If old, make it your responsibility to make new staff feel comfortable. Build up each other. Don't make hasty assumptions about anyone, just because they might be slightly different. Learn as much as possible in Pre-Camp; especially in First Aid and Artificial Respiration situations, don't be satisfied with last year's knowledge. Be totally refreshed. Learn new program ideas... and offer new suggestions.

Prepare your cabin or tent, so that campers feel comfortable and secure. Know their names, and prepare to get to know them as people... individually. Know their special interest and hopes for their time at camp. Ask them why they are going to camp, or why they are returning? Respond to their answers.

Make sure they know the rules, and the guidelines, especially in waterfront and other risk areas. Don't be afraid to maintain certain standards in relation to manners, language and other habits, which we hope they have learned at home. Going to camp does not necessarily mean a total abandonment of home training and good habits.

Don't hold back from letting your campers know that you have certain expectations of them. Motivate them to meet certain challenges, each camper at his/her own level. It's unrealistic to expect every child to meet the same standard. That may happen in school, but it need not happen in a camp... if the camp is based on the worth of an INDIVIDUAL.

Know the feelings of the children in your group, or who come to your Activity.

Know when they are scared (be cautious with ghost stories, etc.).

Know why they are being offensive or boastful.. do they need some recognition from you?

Know how they express their anger. Do they blow up, or hold everything in? Why are they angry? How any when should you step in to a fight or argument?

Know how they express their loneliness. And when do they want to be alone? (Do you know the difference?)

All homesick campers do not act they same way. There is not always tears and stomach aches. Some homesick campers become very reserved, withdrawn, and even very tempermental, angry and resentful. Be sensitive to this very real 'sickness'

Be aware of those campers who need extra attention. How are they seeking this? How are they asking for your support?

Know when to come down strong on the rules and expectations.

Know how to discipline properly, and fairly. Don't use 'archaic' physical punishment or 'torture and endurance' tests. Make the punishment fit the crime.

You must be the model. Avoid double standards. Give and show affection. Be fun and spontaneous. The campers have little time with you...make the most of it. Your influence might be with them for life. Make it positive.

THE CAMP STAFF MANUAL

DEFINITION

A STAFF MANUAL is a booklet prepared by the camp for the purpose of informing its future staff about the camp and their role in it.

REASONS FOR USING A STAFF MANUAL

1 Orientation of staff (especially new members) to the physical features of the camp.

2 Interpretation of traditions, philosophies, objectives and emphases (i.e., of the camp and of the camping movement).

3 Sharing of information about procedures, regulations, job expectations, organizational structure, schedules, routines, etc.

4 Preparation and training for job performance and basis for pre-camp training.

5 Avoidance and frustration, confusion, misunderstanding and apprehension arising from lack of communication.

MOST STAFF MANUALS CONTAIN

I GENERAL

Table of contents
Purpose of Manual
Foreword, welcome

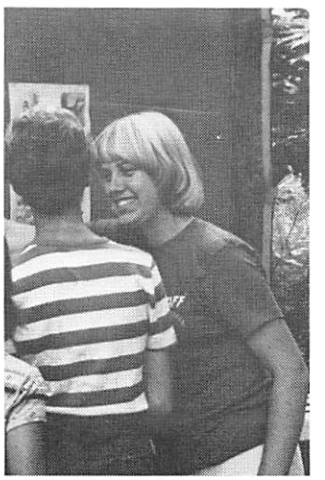
II FACTS ABOUT CAMP

1. Locale
   directional map to get there
   sketch of site showing trails, program areas, buildings, etc.
   description of special features of the setting
   special problems which site gives rise to (communications etc.)

2. Traditions, Philosophy, etc.
   statements outlining and interpreting these
   statement relating camp's objectives to the camping movement and its philosophy
   brief historical sketch of the camp
   explanation of role that camping plays in the total program of the sponsoring organization , where such exists
   explanation of special emphasis in program, procedures, etc. as they arise from the background, tradition and philosophy of the camp

3. Procedures and Regulations
   for administration, staff meetings, etc.
   for emergencies, safety, waterfront, use of boats, etc.
   for routines, typical day, typical week, Sunday programs
   for programming, special events, etc.
   for inter-camp relationships (e.g. canoe tripping etc.)
   for use of camp vehicles, equipment, etc.

4. Organizational Structure
   channels of communication
   supervisory relationships
   co-operative relationships
   future staff opportunities



5. Personnel Policies
   sickness allowance
   employment and dismissal procedures
   salary scales and payment procedures
   travel to and from camp, charges for laundry, etc.

III WHAT THE COUNSELLOR NEEDS TO KNOW

The Art of Counselling

1. About the Camper
   why he comes to camp
   what he is like at each age level
   his needs by age groups
   common behaviorial problems and their "solutions"
   health needs (danger of fatigue)

2. Leadership
   Do's and Don'ts of counselling
   what makes a good leader
   what makes a good counsellor
   camper guidance
   need for self-discipline, personal habits, rest requirements
   importance of example

3. Discipline
   meaning of discipline
   what kinds of punishment, if any
   factors in group discipline
   building of esprit de corps
   Do's and Don'ts of discipline

4. The Cabin Counsellor
   special qualifications
   cabin routines (rising, ablutions, meals, clean-up, rest-hour, parent letters, parcels, prayers)
   duties before campers' arrival
   rainy day activities, books, stories

(cont. on page 14)

STAFF MANUAL

(cont. from page 13)

5. Counsellor Duties
   - night patrol
   - life guard
   - evening snacks
   - records and reports
   - relation to all-camp program

6. Privileges
   - evening snacks
   - laundry facilities
   - tuck shop
   - recreation areas
   - program (swimming, crafts, riding, skiing, boats, canoes)
   - time-off (days, nights, daily period)
   - staff car, if any

7. Public Relations
   - procedures for visitors (anytime, special days)
   - deportment on days off
   - consideration for cottagers, neighbors, nearby communities

8. Awards available to Campers or Staff
   - requirements, standards of various camp activities and their awards

9. Preparations before Camp
   - what to read - bibliography
   - what to prepare - rainy days, games, campfire programs
   - what to bring - clothing, bedding, equipment, medical certificate

10. The Intangible Rewards
    - the unique nature of camp life
    - satisfaction of a worthwhile job
    - building of lasting friendships
    - investment in personal health
    - gratitude of campers and families

IV SAMPLE FORMS USED AT CAMP

- test sheets (swimming, canoeing, camp crafts, etc.)
- tripping reports, what to take, hints for safety
- parent reports, reports to section heads, etc.
- counsellor evaluation

V JOB ANALYSES

- program director
- section head
- specialist, asistant specialist
- activity counsellor, assistant
- cabin counsellor
- C.I.T. program

VI THE MANUAL AS REFERENCE MATERIAL

list of games and activities
rules for games
first-aid knowledge

VII HINTS FOR PREPARING THE MANUAL

bind in a stiff loose-leaf cover
do not overcrowd pages, leave apple space between sections
use simple language
be brief
use different coloured pages for different sections (compulsory material, reference material, basis for pre-camp training)
the tone of the Manual sets the tone of the future counsellor.

Classified Ads

Wanted

Experienced Camp Director required for Moorelands-Kawagama Camp, a Christian oriented residential facility located near Dorset, Ontario and serving low income famililies from Metro Toronto. Position to commence June through until the end of August 1981.

The following positions are also available for the 1981 season:

Food Co-ordinator, Maintenance Manager, Chaplain, Activity Heads (Waterfront, Tripping, Arts and Crafts, Canoeing)

Apply to:

Interim Director Moorelands-Kawagama
Downtown Churchworkers Association
145 Adelaide Street East
Toronto, Ontario M5C 1L7

Wanted

Ontario Society for Crippled Children requires a Camp Director mid-June until the end of August 1981.

Qualifications:

Administrative and supervisory skills, knowledge of Camping Activities and Programs as well as the needs of physically handicapped children.

Interested person should apply immediately.

For further information and application Please contact:

Mrs. Eleanor Kay
Supervisor of Camping
350 Rumsey Road
Toronto, Ontario
M4G 1R8
(416) 425-6220 ex 241

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STAFF ARE PEOPLE TOO!

(continued from page 5)

I remember discussing with one of my senior staff just why he had returned to Camp each year. I then asked him to take on the job of trying to find out from the rest of the staff their own reasons for feeling attached to this camp. The most constantly stated opinion was that of an atmosphere where ..."I can express myself.... in many different ways ... through developing programme with our campers ... through experimentation with my own philosophy ... through accepting the challenge of discussion and the give and take with the rest of the staff". All of this contributed to the work atmoshere of the camp. There was a feeling of being able to express creativity without threat - without ridicule and knowing that one has the support of the rest of the staff and above all the support needed at both ends ... the campers and the director. So, how do we as Camp Administrators answer all these questions?

Questions of understanding ... freedom ... development ... needs and desires ... initiative ... encouragement ... training ... atmosphere ... support !!!

My challenge to you is that, how you answer these questions within the structure of your Camp operation will give you the answer to staff continuity.

Ron Johnstone is Executive Administrator of Camp Tawingo in Huntsville, Ontario

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canadian camping association
association des camps du canada
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